

TCE/06/24

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday, 10th February 2025 at 7.00pm in the Council Chamber at Cornwalls Meadow, Buckingham

Present: Cllr. R. Ahmed
Cllr. T. Allen
Cllr. F. Davies Vice Chair
Cllr. L. Draper
Cllr. J Harvey
Cllr. A. Mahi
Cllr. L. O'Donoghue
Cllr. R. Stuchbury Chair

Also attending: Ms. Z. Taylor Deputy Town Clerk
Ms. S. Hoareau Town Centre and External Services Manager
Ms. P. Cahill Committee Clerk

Absent: Cllr. A. Schaefer

No members of the public attended and so there was no public session.

540/24 Apologies for absence

Members received and accepted apologies from Cllr. Schaefer.

541/24 Declarations of Interest

There were none.

542/24 Minutes

Members agreed the minutes of the Town Centre and Events Committee meeting held on 18th November 2025 and the Extraordinary meeting held on 2nd December 2025.

Cllr. Ahmed arrived 7:02pm.

543/24 Budget

Members received and noted the latest budget figures.

The Deputy Town Clerk confirmed that the expenditure for the River Rinse was a hire cost incurred for a skip.

544/24 Updates from representatives on outside bodies

Cllr. Stuchbury informed Members that a meeting was held today to look at the White Ribbon Taxi Policy; the Town Council will be made aware of upcoming changes.

545/24 Celebrate Buckingham Day theme

Members received a report from the Committee Clerk.

It is recommended that Members change the theme of Celebrate Buckingham Day 2025.

Cllr. Stuchbury Proposed, Cllr. O'Donoghue Seconded and Members unanimously **AGREED** for Cllr. Draper to approach a friend who may be able to bring old military vehicles to the event.

Cllr. Davies Proposed that the special 80th anniversary Royal British Legion pins are sold at the event. Cllr. Mahi Seconded and Members unanimously **AGREED**.

ACTION CLLR. DAVIES

Cllr. Davies Proposed, Cllr. Mahi Seconded and Members unanimously **AGREED** the recommendation.

546/24 Best Kept Village

Members received a report from the Estates Administrator.

- 1.1. It is recommended that business categories be included in the annual Buckingham in Bloom contest. This initiative aims to encourage local businesses to maintain attractive and well-kept shopfronts, contributing to Buckingham's overall appearance for the Best Kept Village competition.
- 1.2. It is recommended that an application, along with detailed maps, be submitted to support the town's entry.

Members recorded their thanks to the Estates Administrator.

Members unanimously **AGREED** the recommendations.

547/24 Forthcoming events

Good Endings Fair

Members received a verbal report from the Deputy Town Clerk.

There are nine confirmed stall holders; social media posts have been published to attract more.

Members suggested that we look into using the screens for rolling information and that Mr. Richard Watkins is contacted for further information and to invite him to attend the event.

ACTION DEPUTY TOWN CLERK

Members unanimously **AGREED** a press release.

ACTION DEPUTY TOWN CLERK

Pancake Races

Members received a verbal report from the Town Centre and External Services Manager.

The event takes place on Thursday, 20th February on the Church Green. There will be six races and biscuit decorating for attendees.

Cllr. Stuchbury Proposed that we stress the 'community' element of the event in the press release. Members unanimously **AGREED**.

ACTION TOWN CENTRE AND EXTERNAL SERVICES MANAGER

Members thanked the Town Centre and External Services Manager for organising the event.

Food Fair

Members received a verbal report from the Town Centre and External Services Manager.

Twenty one stall holders are confirmed. 'Vote for your favourite local dish' will take place as usual and this year there will be a raffle for the Mayor's charities. Volunteers are needed to count attendees.

Members unanimously **AGREED** a press release.

ACTION TOWN CENTRE AND EXTERNAL SERVICES MANAGER

May Day 2025

Members received a report from the Town Centre and External Services Manager.

It is recommended that Members agree to host May Day at Bourton Meadow Academy.

Members unanimously **AGREED** the recommendation.

548/24 Calendar of events

Members received and **AGREED** the current calendar of events.

549/24 Free parking days

Members received a report from the Deputy Town Clerk.

It is recommended that Members note the report and advise how they wish to proceed with regards to the allocation of free parking days

The Deputy Town Clerk informed Members that the cost of buying a free parking day in Cornwalls Meadow is £7409.60.

Cllr. Harvey Proposed option 5.1. Cllr. Ahmed Seconded and Members unanimously **AGREED** option 5.1: to use all the free parking days allocated for Charter Fair and Christmas Shopping days.

Councillors raised the following points:

- A contingency plan is needed.
- There are 346 car parking spaces in Cornwalls Meadow Car Park; £1.70 (the Sunday charge) x 346 is £588.20 so why is the charge so high?
- The above figures should be made widely available to the public.
- Buckinghamshire Council should be asked to reconsider.

Cllr. Stuchbury Proposed a Press Release Members unanimously **AGREED**.

Cllr. Harvey suggested that we ask BMKALC about the impact on other councils and what they are doing. Members unanimously **AGREED**.

Cllr. Stuchbury Proposed that we:

- Request a letter from Chesham Town Council confirming that their five free parking days were funded by Buckinghamshire Council.
- We follow Cllr. Harvey's suggestion to contact BMKALC.
- We include that this year is the 80th anniversary of the end of World War Two.
- We include what the actual cost would be if all car parking spaces in Cornwalls Meadow Car Park are used.

Members unanimously **AGREED**. **ACTION DEPUTY TOWN CLERK**

550/24 Street collections

Members received a report from the Deputy Town Clerk.

It is recommended that Members agree that collecting on behalf of Mayor's Charities via Street Collections is not a viable option.

The Deputy Town Clerk is awaiting a response from BMKALC. Cllr. Harvey suggested that we look at other options to raise money. Members unanimously **AGREED**.

Members **AGREED** that a report is brought to the next meeting after consideration of the above points and a response from BMKALC. **ACTION DEPUTY TOWN CLERK**

551/24 Hanging baskets and planters

Members received a verbal report from the Deputy Town Clerk.

A report will be brought to the next meeting – quotes are currently being received.

ACTION DEPUTY TOWN CLERK

552/24 Shopmobility

Members received and noted a report from the Deputy Town Clerk.

553/24 PSPO

Members received a report from the Town Clerk.

It is recommended that Members agree to contribute the following requests to the PSPO consultation by letter.

- 2.1. That any PSPO use the following format of words which are those used previously in Buckingham and are in use across the entire of Milton Keynes City:

it is an offence to consume alcohol in this area when ordered not to do so by a Police Officer or other Authorised Officer.

it is an offence to refuse to surrender alcohol or a container for alcohol in this area when ordered to do so by a Police Officer or other Authorised Officer

2.2. That the map of the area covered by the PSPO be reviewed and only areas included where there is evidence that it is required.

Cllr. Davies explained that a PSPO can be suspended for specific events and the signs are simply covered up. She recently attended a meeting and informed Members of the details of the Order.

Members unanimously **AGREED** the recommendation.

Cllr. Stuchbury Proposed a press release if a response to the letter has not been received in four weeks. Members **AGREED**. **ACTION TOWN CLERK**

554/24 Event reviews

Remembrance Parade – Members noted the report from the Town Centre and External Services Manager.

Winter Fair – Members noted the report from the Town Centre and External Services Manager.

Christmas Lights Switch On — Members noted the report from the Town Centre and External Services Manager. Cllr. Harvey suggested that the Choir is scheduled earlier in the event as some people missed it.

Members thanked officers involved.

Cllr. Stuchbury informed Members that he will be moving on to Small Business Saturday for a good reason.

Small Business Saturday – Members noted the report from the Town Centre and External Services Manager and thanked her for her work.

Community Fair – Members noted the report from the Town Centre and External Services Manager and thanked officers for their work.

Holocaust Memorial Day

It is recommended that the Town Council host another event on Tuesday 27th January 2026.

Members thanked officers for their work and noted the report. Cllr. Harvey suggested a PA system is needed to ensure that everyone can hear.

Christmas parade

1.1. It is recommended that this Committee thank our partners in the Christmas Parade Committee for their work on this event.

- 1.2. It is recommended that Members receive and note the Parade Committee's Partner Event Report.
- 1.3. It is recommended that road closure arrangements are reviewed before the 2025 event. Including, signage, cones, barriers, and arrangements with external contractors.

Members **AGREED** the recommendations.

555/24 Action list

Members received action reports and updates.

Cllr. Stuchbury noted that this Committee did not get to discuss the Cultural and Art Strategy for various reasons; other Committees had an opportunity to do this. He Proposed that when the Buckingham Neighbourhood Plan is agreed, this is brought back to this Committee for discussion. Cllr. Draper Seconded and Members unanimously **AGREED**.

Regeneration – the Deputy Town Clerk explained that the meeting did not take place as it was not quorate.

556/24 Climate Emergency Action Plan

Members noted that there have been no updates to the Climate Emergency Action Plan.

557/24 News releases

Put in above.

558/24 Chair's announcements – for information only

559/24 Date of the next meeting: Monday 31st March 2025

COMMITTEE IN PRIVATE SESSION

Exclusion of public and press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded. Members unanimously **AGREED**.

560/24 Confidential report

Members received a report from the Deputy Town Clerk.

Meeting closed at 9:15pm

Signed Date